

Park City Fire Service District  
Administrative Control Board - Regular Public Meeting Minutes  
Park City Fire District Headquarters  
October 14, 2009

Chairman Beck called the meeting to order at 6:30 p.m.

**Commissioners Present:** Chairman Robbie Beck, Commissioner Jim Bacon, Commissioner Kent Cashel, Commissioner Gary Vetterli, and Commissioner Dianne Walker.

**Fire District Personnel Present:** Chief Kelly Gee, AC/FM Scott Adams, AC Frank Heumann, AC Bob Zanetti, Patti Berry, Traci Madson, and Bill Pyper.

**Public Present:** Eric Johnson

**I. Approval of Previous Meeting Minutes:** Chairman Beck called for a motion to approve the minutes of September 23, 2009, moved by Commissioner Vetterli, seconded by Commissioner Walker, passed by all.

**II. Public Input:** AC Heumann introduced Eric Johnson, a bond counselor, who will be assisting the District in the creation of a local building authority which is needed to receive a low-interest rate loan from the Permanent Community Impact Fund (PCIF). Mr. Johnson gave an overview of the bonding process. The building authority will receive \$3.8 million at 4.5% from the PCIF to be used for a new fire station, training facility, and warehouse and logistics building located at 730 W. Bitner Road. Mr. Johnson also explained that the Fire District will be eligible to apply for the Build America Bonds program, which is a rebate program supported by the federal stimulus package. The District can anticipate a 35% rebate from the Treasury Department on the cost this loan, creating an effective loan rate of 2.92%. Mr. Johnson presented the Articles of Incorporation needed to establish the local building authority, which will be filed with the Department of Commerce, State of Utah. In November the District will adopt a resolution to establish a public comment period regarding the building authority. Commissioner Bacon made a motion to accept the resolution as explained, which was seconded by Commissioner Cashel and passed by all members.

**III. Commission Reports:**

- A. Correspondence:
- B. Financials: All bills have been reviewed and signed.
- C. Other:

**IV. Old Business:**

- A. Review of Revised Administrative Policies. Patti Berry presented the four policies that have been posted for review: II-B-300, Administrative Control Board-Members; II-B-400, Administrative Control Board Officers; II-B-500, Scheduled Public Meetings; II-B-600, Administrative Control Board-Interface with Operation. Chairman Beck called for a motion to approve the policies as listed above, moved by Commissioner Bacon, seconded by Commissioner Walker, passed by all.

**V. New Business:**

- A. Approval of USAR Agreement allowing PCFSD to be a Participating Member of Task Force One Urban Search & Rescue Team. Chief Gee presented the USAR agreement, which has been reviewed by the Fire District's attorney. Commissioner Bacon made a motion to accept the USAR Agreement between Unified Fire Authority, Task Force One, and the Park City Fire Service District, seconded by Commissioner Vetterli, passed by all.
- B. Incorporation of PCFSD Building Authority. (See above)

**VI. Staff Reports:**

- A. AC/FM Scott Adams explained an issue which has arisen with Stagecoach Estates. The water system has been upgraded and is now in compliance, which now allows homes to be built in that area. Chief Adams explained that a homeowner was under the impression that with the new water system in place he would not be required to install a fire sprinkler system. Chief Adams explained that the home would still be in the wildland interface area and that even with the water system in place, a fire truck will not be able to make it within the 10-minute recommended response timeframe. Commissioner Vetterli thanked Chief Adams for bringing this matter to the Board's attention and reported that the Commissioners ratify the existing ordinance for homes located within wildland interface areas. The Commissioners concurred that they will support the existing policy.
- B. Chairman Beck reminded that the holidays are approaching, which will affect upcoming ACB meetings. There will be no meeting on November 11<sup>th</sup> due to Veterans Day. The next two meetings are scheduled for November 4<sup>th</sup> and December 9<sup>th</sup>.
- C. Chief Gee reported that the plans related to the training facility will be presented at the meeting in November, and hopefully concrete will be poured before it gets too cold.
- D. Chief Gee reported that the Fire District has received several bids for a new engine. Bill Pyper presented information regarding the bids.

**VII. Adjournment:** With no further business to come before the board, Chairman Beck called for a motion to adjourn, moved by Commissioner Bacon, seconded by Commissioner Vetterli. Meeting adjourned at 7:10 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held November 4, 2009, beginning at 6:30 p.m. at the Park City Fire District Administration Building, located at 736 Bitner Road, Park City, UT.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

*Prepared by: Traci Madson*